

# La Crosse County 4-H Leaders Association

## Organizational By-Laws

### ARTICLE I

#### NAME

The name of this organization shall be the La Crosse County 4-H Leaders Association.

### ARTICLE II

#### PURPOSE

The purposes of this Association are:

- Determine and affirm direction and policies for the La Crosse County 4-H program
- To promote 4-H programs, to encourage and assist in leader and member training, to supplement and enhance programs at the local county 4-H club level for the purpose of positive youth development.
- Provide financial support for 4-H youth members, 4-H volunteers/leaders in County, State, Regional, National, and International events (trips, camps, project training, recognition)

### Article III

#### MEMBERSHIP AND VOTING PRIVILEGES

##### Section 1

Membership is open to and includes all currently enrolled La Crosse County 4-H adult leaders that have completed the required 4-H volunteer training and 4-H members in grades 7 and above, regardless of race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital or parental status.

##### Section 2

Anyone meeting the criteria in Article III, Section 1, is eligible to vote at meetings of the Association for the purpose of election of the Association Board, by-law changes, and any other business referred to the general association by the Association Board.

##### Section 3

Ex officio members of the Association shall include members of the La Crosse County University of Wisconsin Extension staff. Ex officio members shall have no voting privileges, but will serve in an advisory capacity for the enhancement of educational youth development programs for the Association.

##### Section 4

The Association must comply with all Wisconsin 4-H Youth Development Policies, 4-H National Headquarter policies, and all federal and state laws.

## Article IV

### LA CROSSE COUNTY 4-H LEADERS ASSOCIATION BOARD OFFICERS

#### Section 1

The purpose of the La Crosse County 4-H Leaders Association Board is to make recommendations on issues for discussion and action by the organizations members. The Association Board is accountable to the membership of the organization. The responsibilities of the Association Board include: organizational planning, policy making that relates to the 4-H Leaders Association, enforcement of policies and grievance handling related to Association policy, legal responsibilities and financial responsibilities.

#### Section 2

The county shall be divided into four geographic districts for the purpose of assuring representation on the Association Board. Along with the geographic districts, two at-large representatives to the Association Board will be elected. The four districts are identified as, Holmen-Mindoro, La Crosse-Onalaska, West Salem, and Bangor. The geographic boundaries and list of clubs with in each district shall be reviewed and approved by the Association Board.

#### Section 3

The 4-H Leaders Association shall elect the members of the Association Board at its fall meeting by ballot. A simple majority of those present and voting is required to be elected. A nomination committee shall prepare a slate of candidates for each office and representative positions. The nomination committee will contact all candidates in advance. Additional nominations may be taken from the floor. Association Board shall assume office at the first meeting of the new calendar year.

#### Section 4

The Association Board shall consist of 5 officers, 4 district representatives, 2 at large representatives, a representative to the Agricultural Society, and a youth representative when possible. No member may serve more than two consecutive full terms as a member of the Association Board. After an Association Board member is retired one or more years, he/she is again eligible for election or appointment to the Association Board.

#### Section 5

District representatives shall be elected as follows:

Holmen-Mindoro, West Salem and one at large rep. on even numbered years

La Crosse-Onalaska, Bangor, and one at large rep. on odd numbered years

#### Section 6

One representative to the La Crosse County Agricultural Society shall be elected. This representative will serve a three-year term.

#### Section 7

Officers to the Association Board shall be:

- Treasurer: two-year term (elected to assume office in even-numbered years)
- Secretary: two-year term (elected to assume office in odd-numbered years)
- Vice-President: one-year term (assumes Presidency the next year and the Past Presidency the following year)

- President: one-year term
- Past President: one-year term

### Section 8

Duties of officers:

President shall preside at all regular and special meetings of the Association and shall contact all Association Board members when deemed necessary to schedule a special meeting of the Association Board.

Vice President shall preside for the President and take care of all duties of the president during his/her absence.

Secretary shall keep minutes of all meetings of the La Crosse County 4-H Leaders Association Board; shall send a copy of the minutes to the County Extension Office within 2 weeks of the previous meeting; shall work with the La Crosse County Extension Office in getting out all correspondence and communications necessary as related to the Association and its business.

Treasurer shall collect and care for all monies of the Association and shall prepare budgets and financial statements in a timely manner.

District Representatives shall serve as Association representatives, assist officers with their duties and shall represent the youth involved in the 4-H program.

\*This is not an inclusive list of Board responsibilities.

### Section 9

The President shall have the authority to fill an Association Board vacancy by an appointment for all positions except a vacancy in the office of President, which will be filled by the Vice President.

### Section 10

The business of the Association shall be conducted by the elected Association Board at any regular or special board meeting.

Certain items of business including Association Board elections, by-law changes and any other items as determined by the Association Board will be transacted by the general membership.

## ARTICLE V

### MEETINGS

#### Section 1

An annual meeting of the Association shall occur each year, with the Association Board meeting at least six times per year.

#### Section 2

Additional meetings may be called by the Association Board.

#### Section 3

A quorum for the Association Board shall consist of 2/3 of the board members. On issues of discipline or confidentially, youth participation may be limited.

#### Section 4

A quorum for the La Crosse County 4-H Leaders Association shall consist of one officer and the voting members present at the meeting in which members have been notified.

#### Section 5

Roberts Rules of Order shall be followed during meetings.

### ARTICLE VI

#### COMMITTEES

##### Section 1

The President shall have authority to appoint ad hoc and standing committees for any purpose or activity approved by the Association Board. The Association Board shall oversee all the committees established by the Board including the following standing committees:

Educational programing Committee

Awards & Recognition Committee

Financial & Budgeting Committee

Food Stand Committee

Nomination Committee

##### Section 2

#### DUTIES OF STANDING COMMITTEES

These committees shall have the responsibility of planning and carrying out Association functions as related to their area of responsibility. Including planning, budget requests, rules and regulations. Committees shall select their own chair person, who will have the responsibility of reporting committee advisory decisions at the Association Board meetings.

### Article VII

#### AMMENDMENTS

The By-Laws may be amended, enacted or repealed by a 2/3 majority vote of the total membership attending a regular meeting, provided a notice of such changes have been given at least 21 days prior to the meeting. By-Law changes should be made available for review at that time.

## Article VIII

### REMOVAL FROM ASSOCIATION BOARD

Any member of the Association Board may be removed from the board for just reason by a ballot vote of the majority of the association members present at the meeting. A written notice will be provided 15 days prior to the vote. Reasons for the removal, but not limited to:

- Two unexcused absences from meetings in a row
- Not fulfilling the duties of their position

## Article IX

### DISSOLUTION CLAUSE

Upon dissolution of the La Crosse County 4-H Leaders Association, any assets remaining shall be conveyed to a 4-H Youth Development program or 4-H Youth Development Foundation as selected by an affirmative vote of the majority of association members present at the meeting entitled to vote.